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#### **Contract Database Metadata Elements**

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Oneida City School District And  
Oneida Teachers Assn

## TABLE OF CONTENTS

Article		Page
I	RECOGNITION	1
II	NEGOTIATIONS PROCEDURES	1
III	ACADEMIC FREEDOM	1
IV	GRIEVANCE PROCEDURE	1-5
V	TEACHER-ADMINISTRATION-BOARD LIAISON	5
VI	PROFESSIONAL DEVELOPMENT	6-7
VII	TEACHER EMPLOYMENT AND ASSIGNMENT	7-8
VIII	TRANSFER AND PROMOTION	8-9
IX	TEACHER EVALUATION	9-10
X	SICK LEAVE	10-11
XI	SHORT TERM LEAVES OF ABSENCE	11-12
XII	EXTENDED LEAVE OF ABSENCE	12-14
XIII	SABBATICAL LEAVE	14-15
XIV	TEACHING HOURS AND TEACHING LOAD	15-20
XV	TEXTBOOKS, SUPPLIES, FACILITIES	20
XVI	ASSOCIATION RIGHTS	20-22
XVII	SALARY	22-24
XVIII	HEALTH AND DENTAL INSURANCE	24-27
XIX	GENERAL	27
XX	TEACHER PROTECTION, STUDENT DISCIPLINE & CLASSROOM INTERRUPTIONS	28
XXI	LAYOFF	28
XXII	RETIREMENT AWARD	28-29
XXIII	LICENSED TEACHING ASSISTANTS	29
XXIV	INCLUSION AND DISTANCE LEARNING	29
XXV	DURATION	30

<b>Appendices</b>	<b>Page</b>
APPENDIX A STATEMENT OF GRIEVANCE FORM	31
APPENDIX B REPORT AND / OR DECISION FORM	32
APPENDIX C NOTICE OF INTENT TO SEEK ARBITRATION FORM	33
APPENDIX D PROFESSIONAL DEVELOPMENT PROCEDURES	34-36
APPENDIX E HEALTH INSURANCE OPTION FORM AND LANGUAGE	37-38
APPENDIX F SUMMER SCHOOL SALARY SCHEDULES	39
APPENDIX G COACHING SUPPLEMENTS	40-48
APPENDIX H SALARY SUPPLEMENTS	49-50
APPENDIX I MEMORANDUM OF UNDERSTANDING GRADUATE HOURS	51

<b>Attachments</b>	<b>Page</b>
#1 MEMORANDUM OF UNDERSTANDING RELIGIOUS OBSERVANCE	

## **ARTICLE I - RECOGNITION**

According to Chapter 392 of the Laws of 1967, the Board of Education of the Oneonta City School District, hereinafter referred to as the "Board", having determined that the Oneonta Teachers' Association, hereinafter referred to as the "Association", is supported by a majority of Teachers in a unit composed of all certified personnel excluding per diems, the Superintendent of Schools, the Assistant Superintendent, Administrative Assistants, Principals and Vice Principals, hereby recognizes the Association as the exclusive bargaining agent for the Teachers in such unit. The "Nurse" position is included in the bargaining unit. Licensed Teaching Assistant positions are included in the bargaining unit.

## **ARTICLE II - NEGOTIATIONS PROCEDURES**

- A. No later than the final week in March of the year of expiration of this Agreement, upon request of either party, the parties will enter into negotiations leading to a successor Agreement. The first meeting may be delayed by mutual agreement of the parties.
- B. At the first negotiation meeting, the parties will exchange proposals to be considered.

## **ARTICLE III - ACADEMIC FREEDOM**

Academic freedom shall be guaranteed to teachers, and no special limitations shall be placed upon study, investigation, presenting and interpreting facts and ideas concerning man, human society, except those standards of professional educational responsibility applicable to elementary and secondary education. Academic freedom shall be defined as the right to present all facets of each issue which is part of or related to a teacher's curriculum.

## **ARTICLE IV - GRIEVANCE PROCEDURE**

- A. Declaration of Purpose

Whereas, the establishment and maintenance of a harmonious and cooperative relationship between the Board and its teachers is essential to the operation of schools, it is the purpose of this procedure to secure, at the lowest possible administrative level, equitable solutions to alleged grievances through procedures under which members of the recognized unit and/or the Association may present grievances free from coercion, interference, restraint, discrimination or reprisal, and by the Board and its teachers are afforded adequate opportunity to dispose of their differences without the necessity of time-consuming and costly proceedings before administrative agencies and/or in the Courts.

## B. Definitions

1. A *grievance* is any alleged violation of this Agreement or any dispute with respect to its meaning or application.
2. The term *supervisor* shall mean the administrator responsible for the area in which an alleged grievance arises except for the Chief Executive Officer.
3. The *Chief Executive Officer* is the Superintendent of Schools.
4. *Association* shall mean the Oneonta Teachers' Association.
5. *Aggrieved party* shall mean the Association and/or any person or group of persons in the negotiating unit filing a grievance, or on whose behalf it is filed.
6. *Party in interest* shall mean any party named in a grievance who is not the aggrieved party.
7. *Hearing officer* shall mean any individual or Board charged with the duty of rendering decisions at any stage on grievances hereunder.

## C. Procedures

1. Except at the informal stage, all grievances shall include the name and position of the aggrieved party, the identity of the provision of this Agreement, involved in the said grievance, the time when and the place where the alleged events or conditions constituting the grievance existed, and a general statement of the nature of the grievance and the redress sought by the aggrieved party.
2. Except for the informal decisions at Stage 1A, all decisions shall be rendered in writing at each step of the grievance procedure, setting forth findings of fact, conclusions and supporting reasons therefore. Each decision shall be promptly transmitted to the aggrieved party and the Association.
3. If a grievance affects a group of teachers or is associated with system-wide policies, it may be submitted by the Association directly at Stage 2 below.
4. The Board and the Association agree to facilitate any investigation which may be required and to make available any and all relevant material and documents, communications and records concerning the alleged grievance.
5. An aggrieved party and any party in interest shall have the right at all stages of a grievance when a hearing is held to confront and cross-examine all witnesses called against him/her, to testify and to call witnesses on his/her own behalf, and to be furnished with a copy of any minutes of the proceedings made at each and every stage of this grievance procedure.

6. Forms for filing grievances, serving notices, taking appeals, and making reports and recommendations are attached as Appendix A, B and C. Other necessary documents will be developed by the Association.
7. All documents, communications and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.
8. Nothing contained herein will be construed as limiting the right of any teacher having a grievance to discuss the matter informally with any appropriate member of the administration and having said matter informally adjusted without intervention of the Association, provided the adjustment is not inconsistent with the terms of this Agreement and the Association is notified of the disposition of the case. In the event that any grievance is adjusted without formal determination pursuant to this procedure, while such adjustment shall be binding upon the aggrieved party and shall in all respects be final, said adjustment shall not create a precedent or ruling binding upon either of the parties to this Agreement in future proceedings.
9. The grievant may choose whoever he/she wishes to represent him/her at Stage 1, 2 and 3 of this procedure, except that such representative may not be a representative of a competing employee organization.
10. The existence of the procedure hereby established shall not be deemed to require any teacher to pursue the remedies herein provided.
11. Any teacher to whom Stage 1 does not apply shall have immediate recourse to Stage 2 of the grievance procedure.

D. Time Limits

1. Since it is important to good relationships that grievances be processed as rapidly as possible, the time limits specified for either party may be extended only by mutual agreement.
2. Stage 1, part A grievance must be initiated within forty-five (45) school days after the teacher knew or should have known of the act or condition on which the grievance is based, or such grievance will be deemed waived.
3. If a decision at one stage is not appealed to the next stage of the procedure within the time limits specified, the grievance will be deemed to be discontinued and further appeal under this Agreement shall be barred.
4. Failure at any stage of the grievance procedure to communicate a decision to the aggrieved party, his/her representatives, and the Association within the specified time limit shall permit the lodging of an appeal at the next step of the procedure within the time which would have been allotted had the decision been communicated by the final day.

5. In the event a grievance is filed on or after June 1, upon request by or on behalf of the aggrieved party, the time limits set forth herein will be reduced pro-rate so that the grievance procedure may be exhausted prior to the end of the school term or as soon thereafter as is possible.

E. Stages of Grievance

1. Stage 1, Supervisor

- a. A teacher having a grievance will discuss it with his/her supervisor, either directly or through a representative, with the objective of resolving the matter informally. If the teacher submits the grievance through a representative, the teacher may be present during the discussion of the grievance. The teacher or his/her representative should expressly state that this constitutes the informal stage of the grievance procedure at some time prior to the formal written filing.
- b. If the grievance is not resolved informally, it shall be reduced to writing and presented to the supervisor. Within five (5) school days after the written grievance is presented to him/her, the supervisor shall, without any further consultation with the aggrieved party or any party in interest, render a decision thereon, in writing, and present it to the teacher, his/her representative and the Association.

2. Stage 2, Chief Executive Officer

- a. If the teacher initiating the grievance and/or the Association are not satisfied with the written decision at the conclusion of Stage 1, a written appeal of the decision at Stage 1 may be filed with the Chief Executive Officer within ten (10) school days after the teacher has received such written decision. Copies of the written decision at Stage 1 shall be submitted with the appeal.
- b. The Chief Executive Officer, or his/her duly authorized representative, may hold a hearing with the teacher, his/her representative and all other parties in interest.
- c. The Chief Executive Officer shall render a decision in writing to the teacher, his/her representative and the Association within ten (10) school days after the receipt of the appeal described in 2.a.

3. Stage 3, Arbitration

- a. After the Chief Executive Officer's decision has been rendered if the teacher and/or Association are not satisfied with the decision at Stage 2, and the Association determines that the grievance is meritorious, it may submit the grievance to arbitration by written notice to the Board within fifteen (15) school days of the decision at Stage 2.



- b. The parties shall be bound by the rules and procedures of the American Arbitration Association in the selection of an arbitrator. Upon mutual agreement, the parties may utilize the expedited arbitration process.
- c. The rules and regulations of the American Arbitration Association will control in the conduct of an arbitration proceeding. The selected arbitrator will hear the matter promptly and will issue his/her decision not later than fourteen (14) calendar days from the date of the hearing, or if oral hearings have been waived, then from the date the final statements and proofs are submitted to him/her. The arbitrator's decision will be in writing and will set forth his/her findings of facts, reasoning and conclusions on the issues.
- d. The arbitrator shall have no power or authority to make any decision which requires the commission of an act prohibited by law or which is violative of the terms of this Agreement. The arbitrator may not add to or delete from the terms of the Agreement.
- e. The decision of the arbitrator shall be final and binding upon all parties.
- f. The costs of the service of the arbitrator will be borne equally by the Board and the Association.
- g. The election by the Association to submit a grievance to arbitration shall automatically be a waiver of all other remedies or forums which otherwise could be available.

#### **ARTICLE V - TEACHER-ADMINISTRATION-BOARD LIAISON**

- A. The Professional Practices Committee of the Association shall meet with the Superintendent and others whom he/she may designate at least every other month during the school year, beginning in October, to review and discuss current school problems. The Committee shall include at least one Board member. The Committee will also formulate plans for recognizing excellence in teaching as an avenue in striving for excellence as a District.
- B. The Principal of each school building shall meet with a Building Committee, the membership of which shall not exceed three (3) in each of the elementary schools, five (5) in each of the junior and senior high schools, appointed by the Association, for each building, at least once per month during the school year to discuss matters of mutual concern on the building level. Such meetings may be canceled by mutual consent of the Principal and the building representative.

## ARTICLE VI - PROFESSIONAL DEVELOPMENT

- A.
  - 1. The School District shall pay the reasonable expenses (including meals, lodging, transportation, registration and other fees) incurred by teachers in attending workshops, seminars, conferences and other professional improvement sessions. For these purposes, the Board agrees to appropriate not less than eight thousand dollars (\$8,000) for each year of this Agreement, such moneys to be available as authorized and approved by the Superintendent. The administration of this subdivision shall be in accordance with the procedures set forth in Appendix D. The School District agrees to pay up to the first one hundred dollars (\$100) in expenses. This amount may be spread over two (2) conferences per year. All expenses exceeding one hundred dollars (\$100) will be reimbursed at the end of the school year from whatever amount remains from the eight thousand dollars (\$8,000) allotted.
  - 2. Teachers may attend no more than two (2) conferences per year where the School District contributes toward expenses. Teachers who opt to attend conferences at their own expense shall be eligible for paid leave days, not to be deducted from other leave benefits. The School District will cover the expenses of substitutes while teachers are attending such authorized conferences.
- B.
  - 1. The School District will offer the teachers the opportunity to participate in a summer program for curriculum development. For this purpose, the Board agrees to appropriate not less than three thousand two hundred twenty-five dollars (\$3,225) for use in the summer of each year, such moneys to be available for programs authorized and approved by the Superintendent.
  - 2. Teacher participation in the summer program for curriculum development shall be for a period not to exceed four (4) weeks during the period beginning July 1 and ending August 31. Teachers participating in this program shall be remunerated on a pro-rated basis in accordance with their monthly salary for the school year beginning July 1 of the summer during which they are employed in this program.
  - 3. Any teacher making application to participate in the summer program for curriculum development shall agree that, if he/she participates in such program with the approval of the Superintendent, he/she shall return to his/her teaching position for the school year beginning on September 1 of that year.
  - 4. Any surplus money left over from the three thousand two hundred twenty-five dollar (\$3,225) allocation, not used during the summer of each year of this Agreement, shall be added to the eight thousand dollar (\$8,000) allocation for workshops, seminars, conferences and other professional improvement sessions covered by paragraph A.1. of this Article.
- C. For purposes of this Article, the Superintendent shall have the final right to approve or disapprove applications for workshops, conferences, other professional improvement

sessions and summer curriculum development programs, and the decision of the Superintendent shall be binding.

## **ARTICLE VII - TEACHER EMPLOYMENT AND ASSIGNMENT**

- A. A maximum of sixty (60) previously accumulated unused sick leave days will be restored to teachers whose positions have been excessed and who are re-employed from a 2510 preferred eligibility list.
- B.
  - 1. Teachers will be notified by June 20 of tentative changes in their programs for the coming school year including the schools to which they will be assigned or cuts in their respective positions, the grades and/or subjects that they will teach and any special or unusual classes they will have.
  - 2. In order to assure that pupils are taught by teachers working within their areas of competence, teachers will not be assigned, except temporarily and for good cause, outside the scope of their teaching certificates and/or their major or minor fields of study.
  - 3. Teacher assignments will be made without regard to race, creed, color, religion, nationality, sex, disability or marital status unless based on a bona fide occupational or education requirement.
- C. Notice of tentative assignments, for all newly employed personnel, of their specific positions shall be given on their date of hire. Tentative assignments shall be within the type of service for which the teacher has been appointed by the Board.
- D.
  - 1. Each year prior to May 15, the Association and the District will meet and update the seniority list in accordance with the rules previously agreed to by the parties. (It is recognized that leaves of absence could effect a later change in said list.)
  - 2. Prior to the hiring of a new teacher, any teacher on a preferred eligibility list will be appointed to the vacancy that exists for which that teacher may qualify by reason of another certification.
  - 3. Teachers being reappointed to a position in the same area of certification in which they were originally employed shall take precedence over those moving to a new area of certification. Otherwise, reappointment shall be made in order of their length of service in the School District.
- E. It is agreed that:
  - 1. No summer school teaching positions within the School District shall be filled by a teacher not employed by the Oneonta City School District if there is an equally qualified and certified applicant for such position who is employed by said School District.

2. Notice of all potential openings for summer school positions shall be conspicuously posted on the teacher bulletin boards in each building. In addition, the Association President will receive a copy of said notice. The School District will do this by April 1 preceding summer school.
3. Oneonta teachers who teach summer school within the School District will be granted two (2) days of paid sick leave for use during the summer session.

#### **ARTICLE VIII - TRANSFER AND PROMOTION**

- A.
  1. Teachers who desire a change in grade and/or subject assignment or who desire to transfer to another building may inquire at any time to ascertain the possibility of such a vacancy in the following year and may file a written statement of such desires with the Superintendent of Schools and the Building Principal ordinarily not later than February 1. Such statement shall include the grade and/or subject to which the teacher desires to be assigned and the school or schools to which he/she desires to be transferred in order of preference. Whenever such administrator knows of a vacancy, he/she will notify the teacher who has filed an application for such position as promptly as possible.
  2. As soon as practicable, each applicant for transfer will be notified of the Superintendent's decision in writing.
- B. In the determination of requests for voluntary reassignments and/or transfer, the wishes of the individual teacher will be honored to the extent that they do not conflict with instructional requirements.
- C. The parties agree that involuntary transfers or reassignments will be made only when necessary. Notice of an involuntary transfer or reassignment for the next school year shall be given to teachers as soon as practicable and under normal circumstances no later than June 20.
- D. An involuntary transfer or reassignment shall be made only after a meeting between the teacher involved and the principal in charge, at which time the teacher will be notified of the reasons therefore. In the event that a teacher objects to the transfer or reassignment at this meeting, upon the request of the teacher, he/she may meet with the Superintendent of Schools. If still unsatisfied, he/she may request the Association to arrange a meeting between the Association's representative and the Superintendent to discuss the matter.
- E. Teachers being involuntarily transferred shall be notified of the positions available in their tenure area. Such teachers may request the positions, in order of preference, to which they desire to be transferred. Their preference will be one of the factors considered in making the transfer.

F. Whenever any vacancy shall occur in any teaching position in the Oneonta City Schools, the Board shall publicize the same by giving written notice of such vacancy to the Association and by providing for appropriate posting in the Superintendent's office and on teacher bulletin boards in each school. This notice shall clearly set forth a description of the qualifications for the position, including duties, salary, and the procedure for interview. A list of such vacancies that occur in the summer shall be mailed to each teacher on the second Friday in July and on the first Friday after the first Monday in August. No vacancy shall be filled except on a temporary basis until such vacancy shall have been posted for at least ten (10) days prior to the last day on which applications will be accepted. The provisions of this paragraph shall not apply to the position of Superintendent.

1. The Parties agree to meet to resolve questions about summer mailings.

G. Any qualified person may apply for such vacancy. In filling such vacancy, the Board agrees to give due weight to the professional background and attainments of all applicants. Other factors being equal, in the judgment of the Board, the applicant with the greatest length of time in the Oneonta City School District shall be selected for the position.

H. If an applicant for such a position who is not selected requests the reasons, such reasons shall be given orally.

#### **ARTICLE IX - TEACHER EVALUATION**

A. All monitoring or observation of the work performance of a teacher will be conducted openly, with full knowledge of the teacher.

B. Teachers will be given a copy of any class visit or evaluation report prepared by their superiors at least one (1) day before the conference to discuss it. Should the supervisor and teacher so choose, the evaluation report may be prepared at the time of the conference rather than in advance thereof. No such report shall be submitted to the central administration, placed in the teacher's file, or otherwise acted upon without a prior conference with the teacher.

C. All probationary teachers shall receive no less than two (2) written evaluations during each school year of their probationary appointment. The first written evaluation shall be completed prior to the end of the first semester and the second evaluation shall be completed no later than April 15. It is the parties' contemplation that these written evaluations will take place subsequent to class lesson observations.

D. If a probationary teacher who is denied tenure requests the reasons for such denial, such reasons shall be given to him/her orally, if he/she so specifies, and otherwise in writing.

E. A probationary teacher will be informed of the Superintendent's recommendation as to whether he/she shall be granted tenure at least ninety (90) days prior to the expiration of

his/her probationary period, and shall be informed of the final action of the School District on the granting or denial of tenure at least sixty (60) days prior to the expiration of the probationary period. If a probationary teacher has not resigned or been notified in writing that the School District has denied him/her tenure within sixty (60) days prior to the expiration of his/her probationary period, he/she shall be granted tenure.

- F. Teachers will have the right, upon request, to review the contents of their personnel files and to make copies of any documents in them. A teacher will be entitled to have a representative of the Association accompany him/her during such review.
- G. No material derogatory to a teacher's conduct, service, character or personality will be placed in his/her personnel file, unless the teacher has had an opportunity to review the material. The teacher will acknowledge that he/she has had an opportunity to review such material by affixing his/her signature to the copy filed, with the express understanding that such signature to the copy filed, in no way indicates agreement with the contents thereof. The teacher will also have the right to submit a written answer to such material and his/her answer shall be reviewed by the Superintendent and attached to the file copy.
- H. No teacher will be disciplined, reprimanded, reduced in rank or compensation or deprived of any professional advantage without just cause.

#### **ARTICLE X - SICK LEAVE**

##### **A. Sick Leave**

Sixteen (16) days per year with unlimited accumulation of unused sick days.

##### **B. Sick Leave Bank**

(Effective July 1, 1985) Each regular full-time teacher will be required to contribute two (2) days of sick leave for the purpose of establishing a Sick Leave Bank. Once fully funded, the Bank shall remain in effect from year to year.

When the Bank is reduced to fewer than three hundred twenty (320) days, each regular full-time teacher will be required to contribute one(1) day of sick leave for the purpose of replenishment.

An individual teacher shall be eligible to use no more than one hundred eighty (180) days from the Sick Leave Bank during any five (5) consecutive year period.

The purpose of the Sick Leave Bank is to provide for extended sick leave for the teacher who suffers an illness or accident requiring a convalescence thereby exhausting his/her sick leave. No waiting period will be required between the exhaustion of the teacher's accrued sick leave and the use of the Sick Leave Bank. Prior to payment of benefits from the Sick Leave Bank, the teacher will be required to provide a doctor's statement as to

the teacher's health, and if requested, periodically have his/her condition reviewed by another physician. It will be the responsibility of the Superintendent to periodically report to the Board and the Association the status of the Sick Leave Bank and the condition of those individuals using this benefit.

- C. Upon retirement unit members with at least ten (10) years of District service shall be paid thirty dollars (\$30) for each accumulated sick day to a maximum of two hundred twenty-five (225) days.

## ARTICLE XI - SHORT TERM LEAVES OF ABSENCE

- A. Each teacher will be entitled to four (4) days leave with pay. Notification will be given to the principal at least one (1) day prior to the absence. Reasons need not be stated.

Any use of such leave with less than twenty-four (24) hours notice or which would extend a vacation or holiday period will require that the reason for the request be submitted in writing by the teacher subject to the approval of the administration.

### Personal Day Bank

Teachers have the option of having their unused personal days each year applied to:

1. Sick leave
2. Personal Day Bank

This option shall be selected by each teacher upon initial employment and can be changed once during the teacher's employ in the District. If said option is changed, these accumulated days will be transferred to the opposing accumulation.

Said Personal Day Bank shall operate as follows:

Personal days not used each year will be certified in a Personal Day Bank in the teacher's name.

Upon leaving the School District, with a minimum of five (5) years in the School District, a teacher will receive pay for unused personal days to an eighty (80) day maximum at a rate equivalent to the following percentages of the per diem pay rate at the time of leaving:

<u>Years of Service</u>	<u>Percentage of Daily Rate</u>
5	20
10	30
15	40
20	50

- B. Association delegates or representatives will be granted leave with pay to attend NEA/NY and/or NEA conventions. Elected officers in other educational associations such as the National Council for Teachers of English shall be covered by the provision. Leave for these purposes will be in addition to personal business days mentioned above and will be with pay but will not include any remuneration for expenses.

C. Death in the Family

Each teacher shall be granted leave with pay not to exceed five (5) school days for each death in the teacher's family.

Illness in the Family

Each teacher shall be granted leave with pay for illness in the teacher's family. Days used shall be deducted from sick leave.

- D. A teacher will be granted leave when necessary for appearances in any legal proceeding connected with the teacher's employment or with the school system, or for the performance of jury duty, or because he/she has been subpoenaed in a legal matter in which he/she is not personally involved. A teacher taking such leave shall reimburse the School District in the amount of any fees received as a juror or witness.

## ARTICLE XII - EXTENDED LEAVES OF ABSENCE

- A. Any teacher designated by local, state or national educational organizations for full-time activities will be granted a leave of absence for up to two (2) years without pay for the purpose of engaging in such activities. Upon return from such leave, such teacher will be considered as if he/she were actively employed by the Board during the leave and will be placed on the salary schedule at the level he/she would have achieved if he/she had not been absent.
- B. A leave of absence for a tenured teacher without pay of up to two (2) years will be granted to any teacher who joins the Peace Corps, or any other organization which the Board deems comparable to that aforementioned, and up to one (1) year for service as an exchange teacher, and is a full-time participant in such programs. Upon returning from such leave, a teacher will be considered as if he/she were actively employed by the Board during the leave and will be placed on the salary schedule at the level he/she would have achieved if he/she had not been absent.
- C. 1. Employees may use paid sick leave, if available, for medical conditions resulting from pregnancy. The District reserves the right to require medical proof of disability as a prerequisite for the use of sick leave.
2. Employees are entitled to use sick leave prior to an unpaid leave of absence as set forth in Sections 3 a. and b. below, but is not entitled to use such sick leave during an unpaid leave of absence.



3. a. Long Term Leave

A teacher is eligible for Child Rearing Leave of two (2) full years (unless an additional fraction of a year is necessitated by the terms of subparagraph 2 below) provided that:

1. The leave must terminate at a semester break or at the beginning of a school year. Any exception shall be solely at the discretion of the administration.
2. The teacher must notify the School District of his/her intent to return
  - a) If at a semester break, at least sixty (60) days prior to the semester break,
  - b) If at the beginning of the school year, no later than May 15 of the year preceding.

b. Short Term Leave

A teacher may elect to take a short term Child Rearing Leave not to exceed ten (10) weeks: any exceptions to length shall be solely at the discretion of the administration.

1. The teacher on such Short Term Leave may return at any time during the ten (10) week period.
2. Any teacher on short term Child Rearing Leave who cannot return to active employment for the final four (4) weeks of school may not be eligible to return until the following school year except at the sole discretion of the administration.
3. A teacher retains the right to convert, by written notice to the School District, such Short Term Leave to a Long Term Leave.

D. Prior to returning from either a long or short term Child Rearing Leave, the teacher may be requested to submit a written certification from her physician of her ability to perform the duties of her position.

E. A leave of absence for a tenured teacher, without pay or increment of up to one (1) year, will be granted for personal reason; no more than three (3) teachers per year may take a leave; first come first serve during each school year; teachers who have taken an unpaid leave shall not be eligible for another leave for a period of five (5) school years under this provision. (This leave provision shall not be used for the purpose of other employment, outside of the field of Education, without the prior approval of the Superintendent and consent of the Board.)

- F. Any tenured teacher whose personal illness extends beyond the period of accumulated sick leave will be granted a leave of absence without pay for such time as is necessary for complete recovery from such illness up to a maximum of two (2) years.
- G. All benefits to which a teacher was entitled at the time of his/her leave of absence as described in items A. to F. above, including unused accumulated sick leave, will be restored to him/her upon his/her return, and he/she will be assigned to the same position which he/she held at the time said leave commenced, if available, or if not, to a substantially equivalent position. A teacher who returns from such leave will be placed on at least the same level of the salary schedule he/she was on when the leave commenced, except that a teacher having served at least ninety (90) working days in the school year in which the leave commenced shall be placed on the next higher level of the salary schedule.
- H. All requests for leaves or renewals of leaves will be applied for and responded to in writing.
- I. A teacher on leave of absence for a school year or more shall be informed by the Superintendent prior to the commencement of said leave that should the teacher wish to return to School District employ, he/she must notify the School District in writing by letter postmarked no later than May 15 if he/she wishes to return at the beginning of the school year, and sixty (60) days prior to a semester break, if he/she desires to return at that time.

Teachers on military leave of absence shall not be subject to these provisions until the date of separation from active military service.

### ARTICLE XIII - SABBATICAL LEAVE

#### A. Definition

A sabbatical leave shall be an opportunity for a teacher to improve himself/herself as a teacher, and at the same time for the School District to contribute to this with the expectation that such improvement will be reflected in the total school program. Sabbatical leaves may consist of programs of study, research, writing or travel. A teacher shall have taught at least five (5) years in the Oneonta system to become eligible as a candidate for a sabbatical leave.

- B. Remuneration by the School District shall be one (1) school year at half pay, or a half (1/2) school year at full pay, the total not to exceed the teacher's yearly salary if an outside grant is also obtained.
- C. The number of teachers to be granted sabbatical leave, if any, and the money allocated therefore, shall be at the sole discretion of the Board.

- D. A teacher who is granted a sabbatical leave guarantees to return to the Oneonta system for the semester immediately following the sabbatical and for a minimum of two (2) years' service and will repay the money received from the Oneonta School District in the event he/she fails to return for required service at the rate of 1/20 of the District's sabbatical payment for each school month of the two (2) year period which the teacher fails to serve in the School District.

E. Procedures

An application for sabbatical leave, to be effective in the first half of a school year, shall be submitted on or before April 15 of the preceding school year. An application for a sabbatical leave, to be effective the second half of a school year, shall be submitted on or before September 15 of that school year.

The candidate shall be notified by the Board relative to granting a sabbatical leave by May 15 and October 15 following the application.

The application shall be submitted to the Superintendent of Schools who shall refer it to the Professional Practices Committee for review and recommendation to the Board.

The final decision to grant a sabbatical leave will be at the discretion of the Board.

#### ARTICLE XIV - TEACHING HOURS AND TEACHING LOAD

A. Teachers' Work Day

1. Teachers shall report to work at the school starting time as determined in Section K. of this Article.
2. Teachers shall remain as long as necessary after the end of the pupil day to perform professional duties such as meeting with parents and assisting and counseling students.

No teacher shall be required to remain after the pupil day to perform any unreasonable, inequitable or unprofessional services, including evening assignments.

3. Teachers shall not be required to attend more than one (1) faculty meeting per month except for emergencies and such meetings shall not be unreasonably long.

B. Elementary School Periods

1. When a special teacher is in charge of an Elementary School teacher's class, the Elementary teacher may leave the classroom for his/her ten (10) to fifteen (15) minute break during such time and may use the additional time for any professional purpose.

2. The administration will make every reasonable effort to arrange a daily break period for teachers of not less than fifteen (15) minutes.
3. The Association President shall be provided with a reasonable duty-free period during the school day or the assistance of an aide to facilitate the discharge of the liaison and consultation roles of his/her office.

C. Secondary School Periods

1. Senior High School

Academic subject area teachers shall have nine (9) periods each day as follows:

- a. A maximum of five (5) instruction periods plus one (1) Academic Intervention Services (AIS) assignment in lieu of an extra assignment period. Effective July 1, 2001, Department Chairpersons shall have five (5) instructional periods and shall be relieved of one (1) full extra assignment period. The Senior Class Advisor, the Association President, the Publication Advisor and the Student Council Advisor shall have one (1) less duty period for each day.
- b. One (1) duty free lunch period per day.
- c. One (1) preparation period the length of which will be of a regular class period during which they will not be assigned to any other duties.
- d. One and one-half (1.5) extra assignment periods which may require supervision of pupils but which will not require instruction.
- e. Senior High School teachers may be assigned a homeroom responsibility exclusive of one and one-half (1.5) extra assignment period as defined in subdivision 1.d. above. Such homeroom responsibility shall consist of those duties required for attendance, school bulletins and general school "settling in" time. "Homeroom period" is that period of time before and/or after the student instructional day during which attendance of the students is taken and announcements concerning the school program are read.

2. Junior High School (Middle School)

Academic subject area teachers shall have nine (9) periods each day as follows:

- a. A maximum of five (5) instruction periods plus one (1) Academic Intervention Services (AIS) assignment in lieu of an extra assignment period. Effective July 1, 2001, Department Chairpersons shall have five (5) instructional periods and shall be relieved of one (1) full extra assignment period. The Association President, the Publications Advisor

and the Student Council Advisor shall have one (1) less duty period for each assignment.

- b. One (1) preparation period the length of the regular class period during which they shall not be assigned to any other duties.
  - c. One (1) extra assignment period may be assigned as a homeroom responsibility exclusive of the extra assignment period as defined in subdivision 2.e. below. Such homeroom responsibility shall consist of those duties required for attendance, school bulletins, general school "settling in" time and supervision of an activity period. "Homeroom period" is that period of time before and/or after the student instructional day during which attendance of the students is taken and announcements concerning the school program are read.
  - d. One (1) duty free lunch period.
  - e. One (1) extra assignment period which may require supervision of pupils but which will not require instruction.
- 3. A teacher may agree to accept an assignment of a sixth instruction period in lieu of an extra assignment period.
  - 4. Homeroom duties and duties assigned during the extra assignment period shall be equitably distributed among the teachers in a school.

#### D. Teachers' Work Year

- 1. The work year for teachers (other than new personnel who may be required to attend additional orientation sessions) shall begin no earlier than the day after Labor Day and end no later than June 30 of each year, and shall in no event be longer than one hundred eighty-three (183) days each school year, provided, however, that Secondary School teachers may be assigned responsibilities in relation to graduation, the performance of which may exceed the one hundred eighty-three (183) day limitation. The "work year" as used in this paragraph includes all days in which teacher attendance is required.
- 2. The school calendar for each school year is to be developed by the administration with the Association before submission to the Board.
- 3. If snow days are not used up by the Friday before Memorial Day, then the Friday before Memorial Day would be a day off.

#### E. Secondary Teacher Preparation

A Secondary teacher shall not teach more than two (2) subject areas, not more than three (3) teaching preparations within said areas at any one time, except temporarily in cases of extenuating circumstances and with the consent of the teacher.

F. Extra-curricular Activities

1. Teachers will be compensated for participation in extra-curricular activities according to Appendices F, G, and H of this Agreement; appointments to such positions shall be made on an annual basis by the Board.
2. Reasonable expenses incurred by a teacher as a result of participation in a school sponsored field trip shall be paid by the School District. A school sponsored field trip must have the prior approval of the Superintendent. A list of such expenses must accompany any application for approval of any field trip.

G. Substitute Teachers

1. A classroom teacher shall not have the responsibility for obtaining his/her own substitute teacher. Teachers will not be required to supervise an extra class or part of an extra class or to perform substitute duties for an absent teacher except in an emergency and then only on an equitable basis. The addition of students to a study hall shall not be deemed an extra class within the meaning of the preceding sentence.
2. Teachers shall be informed of a telephone number to report their unavailability for work and they shall report such unavailability as soon as practicable and ordinarily before 6:15 a.m. of the day they will be absent. Teachers who are absent shall be responsible for providing seating charts and a lesson plan for their substitutes, on which to base the day's work.

H. Class Size

1. There is set forth in Column 1 labeled "Class Load", the goal the Association and the Board is working toward, listing the number of students for each of the enumerated classes deemed to be desirable goals which the School District will endeavor to reach in order to provide high quality education. In Column 2 labeled "Range", there is set forth practical maximum goals. If the "Range" is to be exceeded, due to some unusual or extenuating circumstances, the Association will be notified. The Superintendent of Schools, the building principal, the teacher and the Association shall meet to agree on an educationally sound plan.
2. Innovative programs which would require modification of the class size as spelled out above, may be conducted following consultation with and the agreement of the Association.

	<u>Class Load</u>	<u>Range</u>	<u>Total Load</u>
Kindergarten & First Grade	20	25	
Second - Sixth Grades	25	30	

### Secondary Schools

Academic Subjects	25	30	125
Industrial Arts	15	20	75
Art	20	25	100
Vocational Education	15	20	75
Physical Education	30	40	150

### Study Hall

Junior High School (Middle School)	25	60
Senior High School	75	90

3. The number of children in special classes for disabled children shall not exceed the maximum number prescribed for each such class as set forth in New York State Education Department's current maximums.
4. Disabled children so designated by the Committee on Special Education shall be assigned to elementary classes as equally as possible as to number per class.

#### I. Lunch Periods

Every teacher is entitled to and shall receive a thirty (30) minute lunch period, free from any and all duty.

#### J. Completion of Duty Day

All teachers may leave the school buildings following the dismissal of students, except when teachers have further professional duties to perform.

#### K. School Starting Time

Teachers will be informed by the Superintendent of any changes in school starting time or dismissal times as soon as any final decision is reached.

It is agreed that:

1. The teacher's working day, including lunch, is defined as follows:

Senior High School	6 hours and 52 minutes
Junior High School (Middle School)	6 hours and 54 minutes
Elementary Schools	6 hours and 40 minutes

2. In the event that the Junior High School (Middle School) adopts an open lunch program, the Association waives its right to grieve to binding arbitration of the Contract provision Article XIV.K., provided the extension of the teachers' work day does not exceed six (6) minutes.

- L. The District agrees to provide reasonable access to their respective school buildings and classrooms.

## **ARTICLE XV - TEXTBOOKS, SUPPLIES, FACILITIES**

- A. The School District shall make every effort to provide where not provided:
1. Separate desk with lockable drawer space for every teacher in the system.
  2. Suitable closet space for each teacher to store coats, overshoes and personal items.
  3. Adequate chalk board and bulletin board space in every classroom.
  4. Copies, exclusively for each teacher's use, of all texts, and where available, teachers' editions and manuals used in each of the courses he/she is to teach.
  5. Dictionary appropriate to classroom and teacher's needs in each classroom in Grades K through 12.
  6. Adequate books, paper, pencils, pens, chalk, erasers and other subject material required in daily teaching responsibility.
  7. Adequate storage space in each classroom for instructional materials.
  8. Copies of materials will be supplied to teachers in reasonable numbers.
- B. The Board shall provide a teacher reference library in each school in the system and include therein, within a reasonable period of time, all texts which are reasonably requested by the teachers of that school.
- C. The Board recognizes that appropriate texts, library reference facilities, maps and globes, laboratory equipment, shop equipment, audio-visual equipment, art supplies, athletic equipment, current periodicals, standard tests and questionnaires and similar supplies and equipment are the tools of the teaching profession.

The parties will confer from time to time for the purpose of improving the selection and use of such educational tools, and the Board undertakes promptly to implement all joint decisions thereon made by its representatives and the Association. The Board agrees at all times to keep the school reasonably equipped and maintained.

## **ARTICLE XVI - ASSOCIATION RIGHTS**

- A. 1. Association building representatives shall have the right to schedule Association meetings in the school buildings before or after school or during lunch periods,



provided such meetings do not conflict with scheduled faculty meetings or the academic program of the School District.

2. The building representative shall be provided ten (10) minutes time at all faculty meetings if requested by him/her.
  3. The building representative shall be permitted to meet with teachers at the time and place convenient for him/her provided that such meetings can be scheduled without disturbing the academic program. The principal of the building in question shall be consulted as to availability of space.
- B.
1. The School District agrees to deduct from the salaries of teachers dues for the Oneonta Teachers' Association and its parent organizations when such deduction is authorized by teachers individually and voluntarily.
  2. The School District agrees to transmit a check for the total sum deducted to the Association within a period of twenty (20) days following such deduction.
  3. The teacher's authorization for dues deduction will be in writing. The form of authorization to be used is listed at the end of this Article.
  4. Dues deduction shall be made once each month in equal installments.
  5. The President of the Association will be provided with an advance copy of the agenda of Board Meetings and with a copy of the Official Minutes following all Board Meetings.
- C. The School District shall deduct from the salaries of all employees in the negotiating unit who are not members of the Association a negotiations and maintenance contract fee in the amount equivalent to ninety percent (90%) of the specified dues of the Association.

The agency fee shall be in compliance with Taylor Law requirements.

#### **PAYROLL DEDUCTION AUTHORIZATION**

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First

\_\_\_\_\_  
Middle

\_\_\_\_\_  
District Name

\_\_\_\_\_  
Association

To the Board of Education:

I hereby authorize you, according to arrangements agreed upon with the above Association, to deduct from my salary and transmit to said Association, dues as certified by said Association. I hereby waive all right and claim to said moneys so deducted and transmitted in accordance with this authorization and relieve the Board of Education and all of its officers from any liability therefore. I revoke any and all instruments heretofore made by me for such purposes. This authority shall remain in full force and effect for all purposes while I am employed in this school system, or until revoked by me in writing between September 1 and September 15 of any given year.

\_\_\_\_\_  
Member Signature

\_\_\_\_\_  
Date

#### ARTICLE XVII - SALARY

- A. The parties agree to increase the current graduate credit payment of twenty-one dollars and fifty cents (\$21.50) per hour to twenty-five dollars (\$25) per hour effective July 1, 2001 and thirty dollars (\$30) per hour effective July 1, 2002. (Prospective hours)
- B. When a teacher reaches the following levels, he/she shall receive a seven and one-half percent (7.5%) increase:
  - B + 30
  - B + 60
  - B + 90
- C. Teachers' Salary
  - 1. 2000-2001

Returning teachers on the payroll as of June 30, 2000, shall receive a flat rate increase of one thousand five hundred fifty dollars (\$1,550) plus thirty dollars (\$30) per year teaching in Oneonta based on the June 30, 2000 seniority list. Disputes about the number of years for each teacher shall be resolved by a mutually selected referee. New teachers hired during the summer of 2000 on condition of receiving the negotiated increase shall receive a flat rate increase of one thousand five hundred fifty dollars (\$1,550).

2. 2001-2002

Returning teachers on the payroll as of June 30, 2001, shall receive a four and one-quarter percent (4.25%) increase in salary.

3. 2002-2003

Returning teachers on the payroll as of June 30, 2002, shall receive a four and one-half percent (4.5%) increase in salary.

4. 2003-2004

Returning teachers on the payroll as of June 30, 2003, shall receive a four and one-half percent (4.5%) increase in salary.

5. The minimum hiring salaries for teachers with a B.A. or provisional certificate for the years listed are as follows:

2000-2001	twenty-eight thousand five hundred dollars (\$28,500)
2001-2002	twenty-nine thousand five hundred dollars (\$29,500)
2002-2003	thirty thousand five hundred dollars (\$30,500)
2003-2004	thirty-one thousand five hundred dollars (\$31,500)

6. The minimum base salaries for teachers with tenure shall be:

2000-2001	thirty-two thousand dollars (\$32,000)
2001-2002	thirty-two thousand five hundred dollars (\$32,500)
2002-2003	thirty-three thousand dollars (\$33,000)
2003-2004	thirty-three thousand five hundred dollars (\$33,500)

D. Registered Nurses' Salary

1. 2000-2001

Returning registered nurses on the payroll as of June 30, 2000, shall receive a one thousand dollar (\$1,000) increase in salary.

2. 2001-2002

Returning registered nurses on the payroll as of June 30, 2001, shall receive a four and one-quarter percent (4.25%) increase in salary.

3. 2002-2003

Returning registered nurses on the payroll as of June 30, 2002, shall receive a four and one-half percent (4.5%) increase in salary.

4. 2003-2004

Returning registered nurses on the payroll as of June 30, 2003, shall receive a four and one-half percent (4.5%) increase in salary.

5. The minimum hiring salary for registered nurses shall be:

2000-2001	twenty thousand dollars (\$20,000)
2001-2002	twenty-two thousand dollars (\$22,000)
2002-2003	twenty-three thousand dollars (\$23,000)
2003-2004	twenty-four thousand dollars (\$24,000)

E. Licensed Teaching Assistants' Salary

1. 2000-2001

Returning licensed teaching assistants on the payroll as of June 30, 2000, shall receive a seven hundred dollar (\$700) increase in salary.

2. 2001-2002

Returning licensed teaching assistants on the payroll as of June 30, 2001, shall receive a seven hundred fifty dollar (\$750) increase in salary.

3. 2002-2003

Returning licensed teaching assistants on the payroll as of June 30, 2002, shall receive an eight hundred dollar (\$800) increase in salary.

4. 2003-2004

Returning licensed teaching assistants on the payroll as of June 30, 2003, shall receive an eight hundred dollar (\$800) increase in salary.

5. The minimum hiring salary for licensed teaching assistants shall be:

2000-2001	ten thousand three hundred dollars (\$10,300)
2001-2002	eleven thousand dollars (\$11,000)
2002-2003	eleven thousand seven hundred dollars (\$11,700)
2003-2004	twelve thousand four hundred dollars (\$12,400)

**ARTICLE XVIII - HEALTH AND DENTAL INSURANCE**

- A. Effective November 20, 1991, the Oneonta City School District will pay ninety-five percent (95%) of the individual cost of health insurance and ninety-five percent (95%) of the family coverage cost for health insurance. The employee's share shall be paid

through payroll deduction in equal payments.

- B. The District may change plans, provided said new plan provides equal or greater benefits, past practices are continued and said plans are accepted at Fox Hospital and Bassett Hospital.

- C. Prescription Co-Pay

Effective January 1, 2001, the co-pay will be ten dollars (\$10) for brand name prescriptions and five dollars (\$5) for generic prescriptions. There shall be a mail order prescription service with a zero dollar (\$0) co-pay for a ninety (90) day supply for generic and twenty dollars (\$20) for brand name.

- D. Major Medical Deductibles

Effective January 1, 1992, the deductibles will be one hundred dollars (\$100) for individual and three hundred dollars (\$300) for family.

- E. A Health Insurance Committee shall be established by the Parties with an equal number of members and it shall meet no later than thirty (30) days after ratification of this Agreement. The goal of this Committee is to save at least ten percent (10%) of current insurance costs over the three (3) years of the Agreement. All changes in the health plan shall be ratified by the Parties.

The parties agree to reestablish a Health and Dental Insurance Committee similar to the Committee that was in place during the 1997-2000 Agreement to review the District's interest in CASEBP and/or other forms of cost saving alternatives.

- F. Health Insurance Option

The District shall pay five hundred dollars (\$500) annually or a prorated portion thereof to each eligible employee who elects not to participate as an individual in the Health Insurance Plan or for those employees eligible for family coverage who change from family to individual coverage. Employees eligible for the family coverage who elect not to participate in any plan shall be paid one thousand dollars (\$1,000) each.

1. Notification by the employee for using this option must be submitted in writing to the Superintendent of Schools. The exercise of this option will be governed by the rules of the carriers.
2. Employees who elect not to participate in the Health Insurance Plan must present proof of alternative insurance coverage to the Superintendent of Schools each year.
3. Upon written notice to the Superintendent of Schools, the employee may reenter or enter for the first time, without penalty, delay or restriction, the Health Insurance Plan within the rules of the carrier.

4. The exercise of this option will be governed by the rules of the carrier and any employee requests to use this option which jeopardize the health insurance program will be denied in reverse date order of said requests.

G. Flexible Spending Accounts

The District shall provide an optional Flexible Spending Account, I.R.S. Section 125 for each employee. The monthly administrative cost shall be paid fifty percent (50%) by the employee and fifty percent (50%) by the District. A Premium Only Provision is available at no cost to the employee as long as lawful under I.R.S. Code.

H. Dental Insurance

The District shall pay one hundred percent (100%) of premium for individual dental insurance coverage. Family coverage is optional and paid for by the employee.

I. Retirement Health Benefits

Employees who retire during the term of the Agreement shall retain the same benefits, co-pays and deductible as active employees.

J. Health Insurance Retirement Pay-Down

1. This benefit is exclusively for eligible retiring members hired subsequent to 1979 and currently will receive no contribution by the District for health insurance payment upon retirement shall have the following options:

- a. Each teacher who qualifies shall be entitled to cash payments or part thereof as set forth in Article X. C., Article XI. A. and Article XXII;
- b. In the alternative, financial credit equal to the cash payments or part thereof cited above, to pay health insurance premiums.

Elections of the above options must be filed with the Superintendent of Schools in writing, no later than sixty (60) calendar days prior to retirement.

2. The teacher who elects to decline the cash payments shall be eligible for financial credit to pay health insurance premiums up to the dollar value of the cash payments.
3. The retiree shall have the right to convert the balance of his/her financial credit for insurance coverage to cash after he/she retires provided that it is understood by the teacher that in doing so, the teacher will receive a cash equivalent of the remaining balances only.
4. In the event the retiree dies prior to the non-cash retirement benefit being fully exhausted of the cash value, the balance of the financial credit will be distributed

to his/her heirs, either in accordance with the retiree's Will or in accordance with Law. The heirs and/or distributees of the retiree shall only be entitled to the cash equivalent of the remaining value of the cash payments. They shall not be eligible for coverage in the District's Plan.

## **ARTICLE XIX - GENERAL**

- A. The parties recognize that this Agreement has been entered into pursuant to the Public Employees Fair Employment Act. If any provision of this Agreement or any application of the Agreement to any employee or group of employees shall be found contrary to law, then such provision or application shall not be deemed to be valid and subsisting, except to the extent permitted by law, but all other provisions or applications will continue in full force and effect.
- B. This Agreement constitutes School District policy for the term of said Agreement, and the School District will carry out the commitments contained herein and give them full force and effect as School District policy. The School District will amend its personnel policies and take such other action as may be necessary in order to give full force and effect to the provisions of this Agreement.
- C. This Agreement may be modified in whole or in part only by mutual agreement of the parties through an instrument in writing duly executed by both parties and no departure from any provisions of this Agreement by either party, or by their officers, agents or representatives or by members of the negotiation unit, shall be construed to constitute a continuing waiver of the right to enforce such provision.
- D. It is agreed that all presently existing terms and conditions of employment of those in the unit will remain in full force and effect unless specifically altered, added to or eliminated by the terms of this Agreement.
- E. The Association recognizes the authority of the Board to establish the policies of the School District. Under the terms of Article V. of this Agreement, the Professional Practices Committee may be utilized in a consultative role prior to the establishment of such policy.
- F. IT IS AGREED BY AND BETWEEN THE PARTIES THAT ANY PROVISIONS OF THIS AGREEMENT REQUIRING LEGISLATIVE ACTION TO PERMIT ITS IMPLEMENTATION BY AMENDMENT OF LAW OR BY PROVIDING THE ADDITIONAL FUNDS THEREFOR, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.

## **ARTICLE XX - TEACHER PROTECTION, STUDENT DISCIPLINE & CLASSROOM INTERRUPTIONS**

Pupils presenting severe disciplinary problems impede the educational progress of the entire class. No such pupil shall knowingly be assigned to any class without the teacher first having been informed of the known facts relative to such pupil. In the event that the presence of any pupil or pupils becomes unduly disruptive to the conduct of instruction or threatens the welfare and/or safety of the teacher and/or the pupils, the teacher is hereby authorized to remove forthwith such pupil from the class until such time as the objectionable behavior has been eliminated in the judgment of the principal directly involved.

Teachers will immediately report all cases of assault sustained by them in connection with their employment to their principal or immediate supervisor, in writing. Said report shall be forwarded to the Superintendent who will act to protect the rights of the teacher.

## **ARTICLE XXI - LAYOFF**

- A. If a teacher is laid off, the Superintendent will notify each Otsego-Northern Catskills BOCES component district of said teacher's name, background and qualifications. In addition, the Superintendent, upon request of the teacher, shall issue a letter concerning said teacher's past employment.
- B. Each laid off teacher may use school facilities, stationery and stamps for sending up to twenty (20) job applications.
- C. Job Sharing

If there is a layoff, two (2) teacher may voluntarily request the Superintendent to share one (1) position, for example 50/50. If the Superintendent approves the request, the School District will pay pro rata salary based on each teacher's rate and correspondingly a like pro rata percentage of fringe benefits. Each teacher has the option of buying the balance of said benefits. This will be an exception to the other provisions of the Contract concerning health insurance and salaries. Kindergarten and first grade will not be considered as positions subject to job sharing.

## **ARTICLE XXII - RETIREMENT AWARD**

Unit members in the first year of eligibility for a pension from the New York State Teachers' Retirement System or New York State Employees' Retirement System prior to September 1 of each year shall be eligible for a retirement incentive under the following conditions:

The staff member is now or shall be, during the term of this Agreement, eligible for New York State Teachers' Retirement or New York State Employees' Retirement. The staff member has been an employee within this School District for a minimum of ten (10) years.



Specifically, the staff member shall provide the Board with the written notice of intent to retire, no later than April 1 of the year the retirement decision is to take effect.

Any member of the unit who exercises his/her rights under this clause by April 1 shall receive, on or before November 1 of the same year, seven thousand five hundred dollars (\$7,500).

#### **ARTICLE XXIII - LICENSED TEACHING ASSISTANTS**

**A. Sick Leave**

Sick leave days allowance is as follows:

2000-2001	eleven (11) days
2001-2002	twelve (12) days
2002-2003	thirteen (13) days
2003-2004	fourteen (14) days

**B. Personal Days**

Four (4) days leave per year. Unused personal days accumulate as sick days.

**C. Bereavement Leave**

Bereavement Leave up to five (5) days for each occurrence.

**D. All benefits granted to licensed teaching assistants prior to recognition of November 19, 1991 shall remain in effect.**

**E. Licensed teaching assistants are covered only by Articles IV (Grievance Procedure), Article XVII E. (Salary), Article XVIII (Health and Dental Insurance), and this Article XXIII and by no other Articles in this Agreement.**

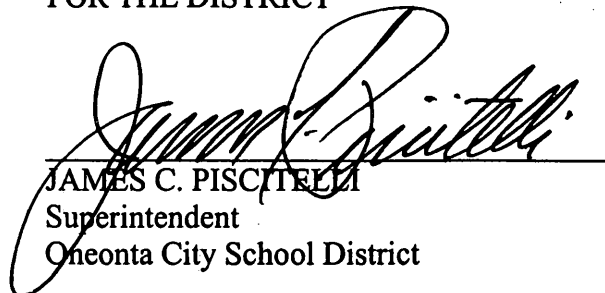
#### **ARTICLE XXIV - INCLUSION AND DISTANCE LEARNING**

The Parties will continue to meet and discuss.

## ARTICLE XXV - DURATION

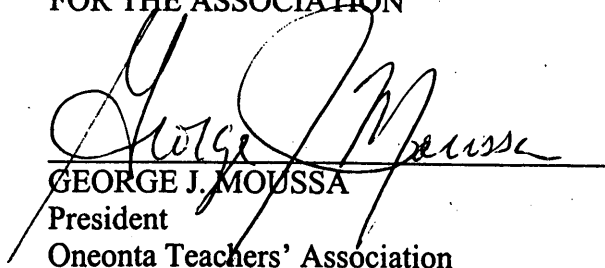
This Agreement constitutes the full and complete commitment by and between the parties and there shall be no further negotiations on any item whether contained herein or not during the life of this Agreement except in accordance with Article II.A. and Article XIX. C. This Agreement shall commence July 1, 2000 and shall terminate on June 30, 2004.

FOR THE DISTRICT

  
JAMES C. PISCITELLI  
Superintendent  
Oneonta City School District

5-21-01  
Date

FOR THE ASSOCIATION

  
GEORGE J. MOUSSA  
President  
Oneonta Teachers' Association

5-21-01  
Date

**APPENDIX A**

**ONEONTA TEACHERS' ASSOCIATION**

**STATEMENT OF GRIEVANCE**

Aggrieved Party \_\_\_\_\_ Grievance No. \_\_\_\_\_

School \_\_\_\_\_ Date Filed \_\_\_\_\_

Position \_\_\_\_\_ Stage \_\_\_\_\_

Date of Alleged Violation \_\_\_\_\_

Alleged Violation \_\_\_\_\_

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Nature of Grievance \_\_\_\_\_

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Redress Sought \_\_\_\_\_

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\_\_\_\_\_  
Signature of Teacher

\_\_\_\_\_  
For the Association

**APPENDIX B**

**ONEONTA CITY SCHOOL DISTRICT**

**REPORT AND/OR DECISION**

Grievance No. \_\_\_\_\_ Stage No. \_\_\_\_\_

Aggrieved Party \_\_\_\_\_

Report and Decision:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**APPENDIX C**

**ONEONTA TEACHERS' ASSOCIATION**  
**NOTICE OF INTENT TO SEEK ARBITRATION**

Grievance No. \_\_\_\_\_

Aggrieved Party \_\_\_\_\_

Alleged Violation:

To: Superintendent

Date: \_\_\_\_\_

The Oneonta Teachers' Association hereby notifies the Superintendent that after careful consideration of the grievance identified above, it has determined to submit the matter to Arbitration at Stage 3.

\_\_\_\_\_  
Signature

## **APPENDIX D - PROFESSIONAL DEVELOPMENT PROCEDURES**

Procedures for Administration of Article VI., Professional Development: Attendance at Conferences, Workshops, Clinics and other Professional Improvement Sessions.

### **A. Procedures for Application**

1. The applicant shall complete one (1) copy of the necessary form requesting approval to attend a conference, workshop, clinic or other professional improvement session.
2. The form shall go first to the Building Principal, unless there is a Department Chairperson or Coordinator. In such case, the form shall go to this next superior, and the Department Chairperson or Coordinator shall make a recommendation in cooperation with the Building Principal.
3. The Building Principal shall forward this recommendation for approval or disapproval to the Superintendent.
4. Final approval or disapproval will be made by the Superintendent. If approval is granted, the Superintendent will sign and return one (1) copy of the application to the applicant along with his/her notification of approval.
5. If approval is denied, the applicant shall be so advised with a brief explanation of the reason for such denial.

### **B. Determination of Selection**

1. The following shall be considered major conference areas and will be given first priority:

#### **APPLIED SCIENCES**

NYS Business Teachers' Association  
NYS Home Economics Association  
NYS Industrial Arts Association

#### **FINE ARTS**

NYS School Music Association  
NYS Art Association

#### **LIBRARY**

New York Library Association  
NYLA-School Libraries Section  
NYSEC

#### **LANGUAGE**

NYS English Council  
NYS Speech Association  
NYS Federation of Language Teachers

**MATHEMATICS**

NYS Association of Mathematics Teachers  
Mohawk Valley Math Conference

**PHYSICAL EDUCATION  
& HEALTH**

NYS Association for HPER  
Nurse-Teachers' Association  
NYS Council on Health & Safety Education

**READING**

NYS Reading Association

**SCIENCE**

NYS Science Teachers' Association

**SOCIAL STUDIES**

NYS Council on Social Studies  
Social Studies-Curriculum & Innovation

**SPECIAL PUPILS  
SERVICES**

NYS Personnel and Guidance  
NYS Speech & Hearing Association

2. In addition to the above, the Superintendent may approve:

- a. Attendance at specialized workshops, clinics, conferences or other professional improvement sessions.
- b. Attendance by Elementary teachers at secondary and special workshops, etc.
- c. Attendance at "short notice" workshops, clinics, conferences or other professional improvement sessions.

C. Selection Procedures

The Superintendent shall grant approval of applications for major conference areas according to: a) the recommendations of Department Chairpersons or Coordinators and Building Principals; and b) equitable coverage of grade levels where this choice occurs.

D. Payment

Each applicant shall submit an itemized purchase order, accompanied by receipts, upon his/her return from the conference, workshop, clinic or other session. The total of such purchase order shall be in keeping with the cost estimate listed in the original application.

E. General Policies

1. There shall be a system of rotation among the participants in major conference areas.
2. The Superintendent may require any person attending, with the approval of the Superintendent, a conference, clinic, workshop or other professional improvement session to prepare and submit to those persons designated by the Superintendent a

report on the sessions attended.

It is the intent of this provision to encourage those who attend conferences, workshops, clinics or other professional improvement sessions at the expense of the School District, to share the benefits of such attendance with those not in attendance but likely to benefit from a knowledge of the proceedings, that is, with others in the same academic department or at the same grade level.



## APPENDIX E

ONEONTA CITY SCHOOL DISTRICT  
and the  
ONEONTA TEACHERS' ASSOCIATION

### HEALTH INSURANCE OPTION

To the Superintendent:

I, \_\_\_\_\_, certify that I have read Article XVIII., F. of the Collective Bargaining Agreement between the Oneonta City School District and the Oneonta Teachers' Association relating to the Health Insurance Option, which is reproduced on the reverse side of this form.

I have indicated below the option I am electing for the 20\_\_\_\_ - 20\_\_\_\_ school year.

1.     (    ) I am eligible for individual health insurance coverage and elect to have no coverage. I herewith submit proof of alternative health insurance coverage.
2.     (    ) I am eligible for family health insurance coverage and elect to have individual coverage. I herewith submit proof of alternative health insurance coverage for my family.
3.     (    ) I am eligible for family health insurance coverage and elect to have no coverage. I herewith submit proof of alternative health insurance coverage for me and my family.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**ONEONTA CITY SCHOOL DISTRICT**  
**and the**  
**ONEONTA TEACHERS' ASSOCIATION**

**ARTICLE XVIII (F) - HEALTH INSURANCE OPTION**

The District shall pay five hundred dollars (\$500) annually or a prorated portion thereof to each eligible employee who elects not to participate as an individual in the Health Insurance Plan or for those employees eligible for family coverage who change from family to individual coverage. Employees eligible for the family coverage who elect not to participate in any plan shall be paid one thousand dollars (\$1,000) each.

1. Notification by the employee for using this option must be submitted in writing to the Superintendent of Schools. The exercise of this option will be governed by the rules of the carriers.
2. Employees who elect not to participate in the Health Insurance Plan must present proof of alternative insurance coverage to the Superintendent of Schools each year.
3. Upon written notice to the Superintendent of Schools, the employee may reenter or enter for the first time, without penalty, delay or restriction, the Health Insurance Plan within the rules of the carrier.
4. The exercise of this option will be governed by the rules of the carrier and any employee requests to use this option which jeopardize the health insurance program will be denied in reverse date order of said requests.

## APPENDIX F - SUMMER SCHOOL SALARY SCHEDULES

### 2000-2001

<u>Position</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>
Elementary Coordinator	3,218	3,340	3,467
Full Time Secondary 32 days/2 classes	3,218	3,340	3,467
Half Time Secondary	1,933	2,006	2,082
Full Time Elementary 24 days	1,933	2,006	2,082
Instrumental Secondary & Elementary	3,774	3,918	4,066
Driver Education	3,967	4,118	4,274

### 2001-2002

<u>Position</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>
Elementary Coordinator	3,355	3,482	3,614
Full Time Secondary 32 days/2 classes	3,355	3,482	3,614
Half Time Secondary	2,015	2,091	2,171
Full Time Elementary 24 days	2,015	2,091	2,171
Instrumental Secondary & Elementary	3,935	4,084	4,239
Driver Education	4,136	4,293	4,456

### 2002-2003

<u>Position</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>
Elementary Coordinator	3,506	3,639	3,777
Full Time Secondary 32 days/2 classes	3,506	3,639	3,777
Half Time Secondary	2,106	2,186	2,269
Full Time Elementary 24 days	2,106	2,186	2,269
Instrumental Secondary & Elementary	4,112	4,268	4,430
Driver Education	4,322	4,486	4,657

### 2003-2004

<u>Position</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>
Elementary Coordinator	3,663	3,802	3,947
Full Time Secondary 32 days/2 classes	3,663	3,802	3,947
Half Time Secondary	2,200	2,284	2,371
Full Time Elementary 24 days	2,200	2,284	2,371
Instrumental Secondary & Elementary	4,297	4,460	4,629
Driver Education	4,516	4,688	4,866

### SUBSTITUTE SCHEDULE

One (1) class, grades 7-12	\$10 teacher	deduct \$10
Two (2) classes, grades 7-12	\$20 teacher	deduct \$20
One (1) class, elementary	\$15 teacher	deduct \$15
Driver Education	\$25 teacher	deduct \$25

## APPENDIX G - COACHING SUPPLEMENTS

### Criteria Used For Equating Salaries

#### I. Size of Program

- A. Number of teams responsible for
- B. Number of students in programs

#### II. Pressure Applied to the Position

- A. By media, administration, parents, etc.

#### III. Length of Season

<u>Sport</u>	<u>Number of Regular Games</u>	<u>Number of Teams Responsible</u>
Baseball	18	V, JV, Mod A, Mod B
Basketball-Boys	20	V, JV, Mod A, Mod B 1&2
Basketball-Girls	18	V, JV, Mod B 1&2
Bowling	14 matches	V Boys, V Girls, JV Boys/Girls
Cross Country	11 meets	V Boys, V Girls, Mod Boys/Girls
Football	9	V, JV, Mod B
Golf	18 matches	V
Tennis	18 matches	V
Track-Boys	10 meets	V, Modified
Track-Girls	10 meets	V, Modified
Soccer-Boys	18 matches	V, JV, Modified
Soccer-Girls	18 matches	V, JV, Modified
Softball	16	V, JV, Modified
Swimming-Boys	16 meets	V
Swimming-Girls	16 meets	V
Skiing/Downhill	10 meets	V
Volleyball	18	V, JV, Modified
Wrestling	18 matches	V, JV, Modified

# COACHING SUPPLEMENTS

2000-2001

<u>Position</u>		<u>Step 1</u>	<u>Step 3</u>	<u>Step 5</u>
Baseball	Senior High Head	2,540	3,384	4,063
	Junior Varsity	2,114	2,540	3,047
	Modified A	1,820	2,197	2,654
	Modified B	1,820	2,197	2,654
Basketball - Boys	Senior High Head	3,384	4,204	5,079
	Junior Varsity	2,398	2,877	3,456
	Modified B-1	1,820	2,197	2,654
	Modified B-2	1,820	2,197	2,654
	Modified A	1,820	2,197	2,654
Basketball - Girls	Senior High Head	3,384	4,204	5,079
	Junior Varsity	2,398	2,877	3,456
	Modified B-1	1,820	2,197	2,654
	Modified B-2	1,820	2,197	2,654
	Modified A	1,820	2,197	2,654
Bowling	Senior High Head	2,114	2,540	3,047
Cheerleading	Senior High Head - Winter	1,268	1,692	2,033
	Assistant - Winter	1,059	1,268	1,525
	Senior High Head - Fall	1,268	1,692	2,033
	Assistant - Fall	1,059	1,268	1,525
Cross Country	Senior High Head	2,540	3,384	4,063
	Assistant	2,114	2,540	3,047
Football	Senior High Head	3,384	4,204	5,079
	Assistant Head	2,256	2,707	3,271
	Junior Varsity	2,114	2,540	3,047
	Junior Varsity Assistant	1,976	2,369	2,819
	Modified	1,820	2,197	2,654
	Modified	1,820	2,197	2,654
Golf	Senior High Head	1,820	2,197	2,654
Tennis	Senior High Head	1,820	2,197	2,654
Track	Senior High Boys	2,540	3,384	4,063
	Assistant	1,820	2,197	2,654
	Senior High Girls	2,540	3,384	4,063
	Assistant	1,820	2,197	2,654
	Modified	1,820	2,197	2,654
	Modified	1,820	2,197	2,654
Skiing/Downhill	Senior High Head	2,114	2,540	3,047
Soccer	Senior High Boys	2,540	3,384	4,063
	Senior High Girls	2,540	3,384	4,063

	Junior Varsity Boys	2,114	2,540	3,047
	Junior Varsity Girls	2,114	2,540	3,047
	Modified Girls	1,820	2,197	2,654
	Modified Boys	1,820	2,197	2,654
Softball	Senior High Head	2,540	3,384	4,063
	Junior Varsity	2,114	2,540	3,047
	Modified	1,820	2,197	2,654
Swimming	Senior High Boys	2,540	3,384	4,063
	Senior High Girls	2,540	3,384	4,063
	Assistant Boys	2,114	2,540	3,047
	Assistant Girls	2,114	2,540	3,047
	Modified	1,820	2,197	2,654
Volleyball	Senior High Head	2,540	3,384	4,063
	Junior Varsity	2,114	2,540	3,047
	Modified	1,820	2,197	2,654
Wrestling	Senior High Head	2,540	3,384	4,063
	Junior Varsity	2,114	2,540	3,047
	Modified	1,820	2,197	2,654
Intramurals	District Intramurals	527	583	641

# COACHING SUPPLEMENTS

2001-2002

<u>Position</u>		<u>Step 1</u>	<u>Step 3</u>	<u>Step 5</u>
Baseball	Senior High Head	2,648	3,528	4,235
	Junior Varsity	2,204	2,648	3,176
	Modified A	1,897	2,291	2,767
	Modified B	1,897	2,291	2,767
Basketball - Boys	Senior High Head	3,528	4,383	5,295
	Junior Varsity	2,500	3,000	3,602
	Modified B-1	1,897	2,291	2,767
	Modified B-2	1,897	2,291	2,767
	Modified A	1,897	2,291	2,767
Basketball - Girls	Senior High Head	3,528	4,383	5,295
	Junior Varsity	2,500	3,000	3,602
	Modified B-1	1,897	2,291	2,767
	Modified B-2	1,897	2,291	2,767
	Modified A	1,897	2,291	2,767
Bowling	Senior High Head	2,204	2,648	3,176
Cheerleading	Senior High Head - Winter	1,322	1,764	2,120
	Assistant - Winter	1,104	1,322	1,590
	Senior High Head - Fall	1,322	1,764	2,120
	Assistant - Fall	1,104	1,322	1,590
Cross Country	Senior High Head	2,648	3,528	4,235
	Assistant	2,204	2,648	3,176
Football	Senior High Head	3,528	4,383	5,295
	Assistant Head	2,351	2,822	3,410
	Junior Varsity	2,204	2,648	3,176
	Junior Varsity Assistant	2,060	2,469	2,939
	Modified	1,897	2,291	2,767
	Modified	1,897	2,291	2,767
Golf	Senior High Head	1,897	2,291	2,767
Tennis	Senior High Head	1,897	2,291	2,767
Track	Senior High Boys	2,648	3,528	4,235
	Assistant	1,897	2,291	2,767
	Senior High Girls	2,648	3,528	4,235
	Assistant	1,897	2,291	2,767
	Modified	1,897	2,291	2,767
	Modified	1,897	2,291	2,767
	Senior High Head	2,204	2,648	3,176
Skiing/Downhill	Senior High Head	2,204	2,648	3,176
Soccer	Senior High Boys	2,648	3,528	4,235
	Senior High Girls	2,648	3,528	4,235

Softball	Junior Varsity Boys	2,204	2,648	3,176
	Junior Varsity Girls	2,204	2,648	3,176
	Modified Girls	1,897	2,291	2,767
	Modified Boys	1,897	2,291	2,767
	Senior High Head	2,648	3,528	4,235
Swimming	Junior Varsity	2,204	2,648	3,176
	Modified	1,897	2,291	2,767
	Senior High Boys	2,648	3,528	4,235
	Senior High Girls	2,648	3,528	4,235
	Assistant Boys	2,204	2,648	3,176
Volleyball	Assistant Girls	2,204	2,648	3,176
	Modified	1,897	2,291	2,767
	Senior High Head	2,648	3,528	4,235
	Junior Varsity	2,204	2,648	3,176
	Modified	1,897	2,291	2,767
Wrestling	Senior High Head	2,648	3,528	4,235
	Junior Varsity	2,204	2,648	3,176
	Modified	1,897	2,291	2,767
Intramurals	District Intramurals	550	608	669



# COACHING SUPPLEMENTS

2002-2003

<u>Position</u>		<u>Step 1</u>	<u>Step 3</u>	<u>Step 5</u>
Baseball	Senior High Head	2,767	3,686	4,426
	Junior Varsity	2,303	2,767	3,319
	Modified A	1,982	2,394	2,891
	Modified B	1,982	2,394	2,891
Basketball - Boys	Senior High Head	3,686	4,580	5,533
	Junior Varsity	2,612	3,135	3,764
	Modified B-1	1,982	2,394	2,891
	Modified B-2	1,982	2,394	2,891
Basketball - Girls	Modified A	1,982	2,394	2,891
	Senior High Head	3,686	4,580	5,533
	Junior Varsity	2,612	3,135	3,764
	Modified B-1	1,982	2,394	2,891
Bowling	Modified B-2	1,982	2,394	2,891
	Modified A	1,982	2,394	2,891
	Senior High Head	2,303	2,767	3,319
	Senior High Head - Winter	1,382	1,843	2,215
Cheerleading	Assistant - Winter	1,153	1,382	1,661
	Senior High Head - Fall	1,382	1,843	2,215
	Assistant - Fall	1,153	1,382	1,661
	Senior High Head	2,767	3,686	4,426
Cross Country	Assistant	2,303	2,767	3,319
	Senior High Head	3,686	4,580	5,533
Football	Assistant Head	2,457	2,949	3,563
	Junior Varsity	2,303	2,767	3,319
	Junior Varsity Assistant	2,153	2,581	3,071
	Modified	1,982	2,394	2,891
Golf	Modified	1,982	2,394	2,891
	Senior High Head	1,982	2,394	2,891
	Senior High Head	1,982	2,394	2,891
	Senior High Boys	2,767	3,686	4,426
Tennis	Assistant	1,982	2,394	2,891
	Senior High Girls	2,767	3,686	4,426
	Assistant	1,982	2,394	2,891
	Modified	1,982	2,394	2,891
Track	Modified	1,982	2,394	2,891
	Senior High Head	2,303	2,767	3,319
	Senior High Boys	2,767	3,686	4,426
	Senior High Girls	2,767	3,686	4,426
Skiing/Downhill				
Soccer				

Softball	Junior Varsity Boys	2,303	2,767	3,319
	Junior Varsity Girls	2,303	2,767	3,319
	Modified Girls	1,982	2,394	2,891
	Modified Boys	1,982	2,394	2,891
	Senior High Head	2,767	3,686	4,426
	Junior Varsity	2,303	2,767	3,319
Swimming	Modified	1,982	2,394	2,891
	Senior High Boys	2,767	3,686	4,426
	Senior High Girls	2,767	3,686	4,426
	Assistant Boys	2,303	2,767	3,319
	Assistant Girls	2,303	2,767	3,319
	Modified	1,982	2,394	2,891
Volleyball	Senior High Head	2,767	3,686	4,426
	Junior Varsity	2,303	2,767	3,319
	Modified	1,982	2,394	2,891
Wrestling	Senior High Head	2,767	3,686	4,426
	Junior Varsity	2,303	2,767	3,319
	Modified	1,982	2,394	2,891
Intramurals	District Intramurals	574	636	699

# COACHING SUPPLEMENTS

2003-2004

<u>Position</u>		<u>Step 1</u>	<u>Step 3</u>	<u>Step 5</u>
Baseball	Senior High Head	2,892	3,852	4,625
	Junior Varsity	2,407	2,892	3,468
	Modified A	2,072	2,502	3,022
	Modified B	2,072	2,502	3,022
Basketball - Boys	Senior High Head	3,852	4,786	5,782
	Junior Varsity	2,730	3,276	3,934
	Modified B-1	2,072	2,502	3,022
	Modified B-2	2,072	2,502	3,022
	Modified A	2,072	2,502	3,022
Basketball - Girls	Senior High Head	3,852	4,786	5,782
	Junior Varsity	2,730	3,276	3,934
	Modified B-1	2,072	2,502	3,022
	Modified B-2	2,072	2,502	3,022
	Modified A	2,072	2,502	3,022
Bowling	Senior High Head	2,407	2,892	3,468
Cheerleading	Senior High Head - Winter	1,444	1,926	2,315
	Assistant - Winter	1,205	1,444	1,736
	Senior High Head - Fall	1,444	1,926	2,315
	Assistant - Fall	1,205	1,444	1,736
Cross Country	Senior High Head	2,892	3,852	4,625
	Assistant	2,407	2,892	3,468
Football	Senior High Head	3,852	4,786	5,782
	Assistant Head	2,568	3,082	3,724
	Junior Varsity	2,407	2,892	3,468
	Junior Varsity Assistant	2,250	2,697	3,209
	Modified	2,072	2,502	3,022
	Modified	2,072	2,502	3,022
Golf	Senior High Head	2,072	2,502	3,022
Tennis	Senior High Head	2,072	2,502	3,022
Track	Senior High Boys	2,892	3,852	4,625
	Assistant	2,072	2,502	3,022
	Senior High Girls	2,892	3,852	4,625
	Assistant	2,072	2,502	3,022
	Modified	2,072	2,502	3,022
	Modified	2,072	2,502	3,022
	Senior High Head	2,407	2,892	3,468
	Senior High Boys	2,892	3,852	4,625
Skiing/Downhill	Senior High Girls	2,892	3,852	4,625
Soccer				

Softball	Junior Varsity Boys	2,407	2,892	3,468
	Junior Varsity Girls	2,407	2,892	3,468
	Modified Girls	2,072	2,502	3,022
	Modified Boys	2,072	2,502	3,022
	Senior High Head	2,892	3,852	4,625
	Junior Varsity	2,407	2,892	3,468
Swimming	Modified	2,072	2,502	3,022
	Senior High Boys	2,892	3,852	4,625
	Senior High Girls	2,892	3,852	4,625
	Assistant Boys	2,407	2,892	3,468
	Assistant Girls	2,407	2,892	3,468
	Modified	2,072	2,502	3,022
Volleyball	Senior High Head	2,892	3,852	4,625
	Junior Varsity	2,407	2,892	3,468
	Modified	2,072	2,502	3,022
Wrestling	Senior High Head	2,892	3,852	4,625
	Junior Varsity	2,407	2,892	3,468
	Modified	2,072	2,502	3,022
Intramurals	District Intramurals	600	664	730

## APPENDIX H - SALARY SUPPLEMENTS

### Co-Curricular

	<u>00-01</u>	<u>01-02</u>	<u>02-03</u>	<u>03-04</u>
<b><u>Department Chairpersons</u></b>				
Senior High 7-12:				
Language	2,496	2,602	2,720	2,842
Math	2,496	2,602	2,720	2,842
Occupational Education	2,496	2,602	2,720	2,842
English	2,721	2,836	2,964	3,097
Science	3,062	3,192	3,336	3,486
Social Studies	2,496	2,602	2,720	2,842
Guidance	2,823	2,943	3,076	3,214
Fine Arts	2,496	2,602	2,720	2,842

Eff. 7/2001, Chairs assigned 5 classes shall receive an additional \$1000/yr.

### **Coordinators**

Music	4,931	5,140	5,371	5,613
Library	4,931	5,140	5,371	5,613
Computer	4,931	5,140	5,371	5,613
Committee on Special Education	2,611	2,722	2,844	2,972

(Prorated by the number of after school hours incurred.)

### **Extra-Curricular**

	<u>00-01</u>	<u>01-02</u>	<u>02-03</u>	<u>03-04</u>
<b>Advisors</b>				
National Honor Society	572	596	623	651
Dramatics Club (SH)	1,944	2,027	2,118	2,213
Dramatics Club Technical Director	440	459	479	501
School Paper (SH Echo)	474	495	517	540
(Minimum 5; Maximum 10)	per issue	per issue	per issue	per issue
Yearbook (SH OhSan) Co-Advisor	2,456	2,560	2,675	2,796
Co-Advisor	2,456	2,560	2,675	2,796
<b>Silhouette</b>				
Writing Advisor	569	593	620	648
Technical Advisor	569	593	620	648
Student Council (SH)	963	1,004	1,049	1,097
Senior Class	1,798	1,874	1,959	2,047
Key Club (SH)	226	236	247	258
Spanish Club (SH)	226	236	247	258

French Club (SH)	226	236	247	258
German Club (SH)	226	236	247	258
FBLA (SH)	226	236	247	258
Student Council (JH)	420	438	458	479
School Paper (JH)	980	1,022	1,067	1,116
Dramatics (JH)	629	656	685	716
Yorker Club (JH)	439	458	478	500
Elementary Drama Club	226	236	247	258
Elementary Ski Club	226	236	247	258
Safety Patrol (4 persons)	474	495	517	540
SADD Advisor	572	596	623	651
Show				
Director	1,944	2,027	2,118	2,213
Vocal Music Director	1,062	1,107	1,157	1,209
Instrumental Director	1,062	1,107	1,157	1,209
Technical Director	1,062	1,107	1,157	1,209
Choreographer	1,062	1,107	1,157	1,209
Music				
Pep & Marching Band Director	2,793	2,912	3,043	3,180
Jazz Ensemble (SH)	2,793	2,912	3,043	3,180
Jazz Ensemble (JH) at least				
4 performances per year	1,397	1,457	1,522	1,591
JH Marching Band Director	931	971	1,014	1,060
SH Vocal Area All State	301	314	328	342
SH Instrumental Area All State	301	314	328	342
SH Vocal All County	329	343	358	375
SH Instrumental Area All County	329	343	358	375
JH Vocal All County	329	343	358	375
JH Instrumental All County	329	343	358	375
JH Jazz Band	329	343	358	375
Elementary All County				
Vocal (4 persons)*	226	236	247	258
Instrumental (2 persons)*	226	236	247	258
SH NYSSMA Vocal	329	343	358	375
SH NYSSMA Instrumental	329	343	358	375
JH NYSSMA Vocal	329	343	358	375
JH NYSSMA Instrumental	329	343	358	375

\* Each person is paid stipend.

**APPENDIX I - MEMORANDUM OF UNDERSTANDING - GRADUATE HOURS**

**MEMORANDUM OF UNDERSTANDING**

**Between The**

**ONEONTA TEACHERS' ASSOCIATION**

**And The**

**ONEONTA CITY SCHOOL DISTRICT**

The above named parties agree to the following:

1. **Graduate hours** in the Salary provision of the Collective Bargaining Agreement are defined as earned college credit hours or approved earned in-service credit hours;
2. One (1) in-service credit hour requires fifteen (15) hours of participation;
3. Graduate hours earned during required work hours will not count toward salary credit.

Grace Larkin

FOR THE ASSOCIATION

James Piscitelli

FOR THE DISTRICT

October 31, 1997

Date

October 30, 1997

Date

# Oneonta City School District

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## Memorandum of Understanding

between the

Oneonta Teachers Association (*hereinafter OTA*)

and the

Oneonta City School District (*hereinafter "District"*)

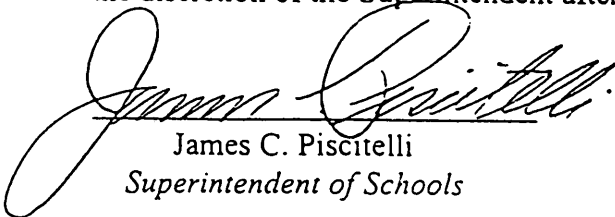
*WHEREAS*, the OTA has requested that its members be given additional leave to allow these members the opportunity to observe religious holidays, and


*WHEREAS*, the District wishes to make a reasonable accommodation so that members of the OTA may observe religious holidays,

*NOW, THEREFORE*, it is hereby agreed by and between the parties that members of the OTA are now entitled to take two additional days of leave for the purpose of observing religious holidays during each year.

*IT IS FURTHER* agreed that prior to taking any such leave, the OTA member shall notify the Superintendent of Schools of their intention to take such leave.

*IT IS FURTHER* agreed that an OTA member that takes such leave shall be required to make up the time prior to the commencement of the following school year. The time shall be made up at the discretion of the Superintendent after consultation with the OTA member.

  
James C. Piscitelli  
Superintendent of Schools

  
Grace Larkin, President  
Oneonta Teachers' Association

2-9-99

Date Signed

2/9/99

Date Signed